

NEVILLE PUBLIC MUSEUM
Of BROWN COUNTY



BRIDGING COMMUNITIES, CONNECTING GENERATIONS
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PROCEEDINGS OF THE BROWN COUNTY NEVILLE PUBLIC MUSEUM GOVERNING BOARD

Pursuant to Section 19.84, Wis. Stats., a meeting of the **Brown County Neville Public Museum Governing Board** was held at 4:30 p.m. on Monday, April 9, 2018 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

PRESENT: Bernie Erickson, Tom Sieber, Kramer Rock, and Terri Trantow

ALSO PRESENT: Kasha Huntowski, Kevin Cullen and Beth Lemke

CALL MEETING TO ORDER

1. Vice Chairman Erickson called the meeting to order at 4:36PM.
2. **APPROVE/MODIFY AGENDA**
Motion made by Tom Sieber and seconded by Kramer Rock to approve the agenda.
Vote taken. **MOTION APPROVED UNANIMOUSLY.**
3. **Museum Director Report.** Museum Director Lemke provided the Board handouts of Neville Public Museum Attendance 5 –Year span and Attendance and Revenue report for the first week of April. She stated she felt very positive that based on the numbers the marketing and promotion of the Museum was working and attendance revenue was on track. She also shared that room rental and photo sales revenue are a bit lagging and still need work to achieve year-end goals.

Museum Director Lemke shared that summer outreach is just around the corner and the Neville Team in addition for a few *Our Brown County* related events will be present at:

Green Bay Bullfrogs Business Showcase on June 1st, July 6th, and July 22nd

On Broadway Farmers Market June 20th, July 11th, September 12th and September 26th

Breakfast on the Farm June 17th

Brown County Fair August 16th

ArtStreet August 24th-26th

The Downtown Green Bay Farmers Market TBF

Downtown Green Bay Summer in the Park TBF

Brown County Movie in the Park TBF

Museum Director Lemke updated the Board on the status of Contract 2199 for the Core Gallery renovation. The Vendor and Brown County Risk Management were finalizing the details on the wording of a few sections of the contract. The plan for the first on-site meeting is Monday, April 16, 2018 with the intend to discuss the action plan and details needed for museum staff to finish the interpretive plan this summer.

To wrap up the meeting she informed the Board about a few building facilities related projects and repairs.

Deputy Director Cull provided a quick tour of the installation of Cory Trépanier's *Into the Arctic* opening on April 14, 2018.

Discussion ensued, no action taken

4. Such other matters as authorized by law:
Supervisor Sieber congratulated Deputy Director Cullen on a great *Our Brown County* presentation focused on the Port of Green Bay at the Ports of Wisconsin Symposium.

**Next meeting of the Neville Public Museum Governing Board will be Monday, May 14, 2018
at 4:30pm**

2018 meeting dates are as follows:

June 11, 2018

July 9, 2018

August 13, 2018

September 10, 2018

October 8, 2018

November 12, 2018

December 10, 2018

5. Adjournment. Vice Chairman Erickson called the meeting to an end at 4:51PM.
Motion made by Kramer Rock and seconded by Tom Sieber to approve.
Vote taken. MOTION APPROVED UNANIMOUSLY.